

ROUTING AND RECORD SHEET				
SUBJECT: (Optional)				
Weekly Staff Notes, 5-9 November 1984				
FROM:		EXTENSION	NO.	
C/OC-MLS			OC-2057-84	
			DATE	
			16 November 1984	
TO: (Officer designation, room number, and building)		DATE		OFFICER'S INITIALS
		RECEIVED	FORWARDED	
1. D/CO		16 NOV 1984	19 NOV 1984	
2. DD/CO		19 NOV 1984	20 NOV 1984	
3. OC-EXA		20 NOV 1984	20 NOV 1984	
4. OC/OL/IMC (Archives)				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

~~SECRET~~

OC-2057-84
16 November 1984

MEMORANDUM FOR: Director of Communications

25X1 FROM:

[redacted]
Chief, Management & Liaison Staff, OC

SUBJECT: Weekly Staff Notes, 5-9 November 1984

25X1 1. The final FY-84 DDA Quarterly Review was held on
8 November. Mr. Fitzwater was briefed on FY-84 Office accom-
plishments, [redacted] capitalization
training activities, and received a demonstration of the
Intelligent Communications Terminal.

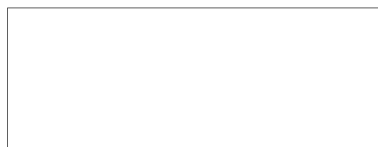
25X1 3. OC received the DDA's FY-86 Congressional Budget
guidance. Initial write-ups are due 19 November. The
completion date for the Office FY-86 Congressional Budget
was set for early December 1984.

4. Requirements Statistics as of 09 November:

a. Total 1983 Requirements - 176
Completed - 132

Total 1984 Requirements - 318
Completed - 182

25X1 WARNING NOTICE -
INTELLIGENCE SOURCES
OR METHODS INVOLVED



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S E C R E T

SUBJECT: Weekly Staff Notes, 5-9 November 1984

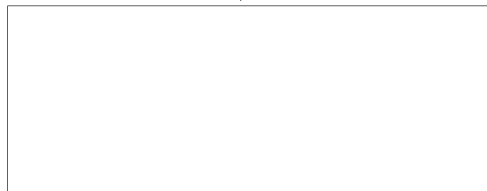
b. Pending requirements by OC Division:

AMD - 1
CSD - 20
DND - 92
ED - 6
FND - 53

c. Requirements forwarded to OC Divisions which need status update - 24.

d. Requirements pending a first response - 12.

25X1



Distribution:

Original - D/CO, DD/CO, OC-EXA, OC/OL/IMC (Archives)